

WCF INSURANCE

POLICYHOLDER SAFETY RESOURCES

As your business partner, WCF Insurance wants to help you find solutions to protect your employees and assist in reducing your insurance premiums. WCF offers you and your employees several safety and health resources through a variety of learning activities and on-site safety and health support with minimal or no cost to WCF policyholders.

CONSULTATION SERVICES

WCF safety and health consultants can assist you with the following:

- Onsite training
- Hazard identification
- Implementation, evaluation, or improvement of safety programs
- Safety culture assessment—confidential survey to evaluate employee and manager opinions regarding safety in your workplace
- Monitoring: dusts, chemicals, noise, heat, or other hazards
- Ergonomic assessments
- Safety management systems audit – compare your program to International Organization for Standardization (ISO) standards

WCF.COM

- On-demand safety seminars
- Safety video library
- Safety posters
- Safety topic guides in English and Spanish for general and specific industries
- Checklists/handbooks
- Payroll stuffers
- Maintain OSHA 300 log
- Electronic newsletter
- Loss runs/claims dashboard

SAFETY SEMINARS

- 100+ customer training seminars each year throughout the western U.S.
- OSHA 10-hour for construction and general industry

SAFETY TOOLKITS

Information packets designed to help you with specific areas of workplace safety:

- Balanced scorecard—set safety goals and track progress
- Effective safety committees
- Motor vehicles
- Forklift safety
- Incident investigation
- Safety management system tool
- Employee safety observation booklet
- Severe injury and fatality prevention
- Walk safe—slip and fall prevention
- Lift safe for healthcare



Unsure of what risks your company has?

WCF health and safety consultants have an average of 18 years of experience and can help you determine your safety needs.



Contact your assigned WCF health and safety consultant to request services, or contact the WCF safety department at **385.351.8103** to have a safety and health consultant visit with you.

Impact on Experience Modifiers

Let WCF help you lower your premiums by lowering your experience modifier.

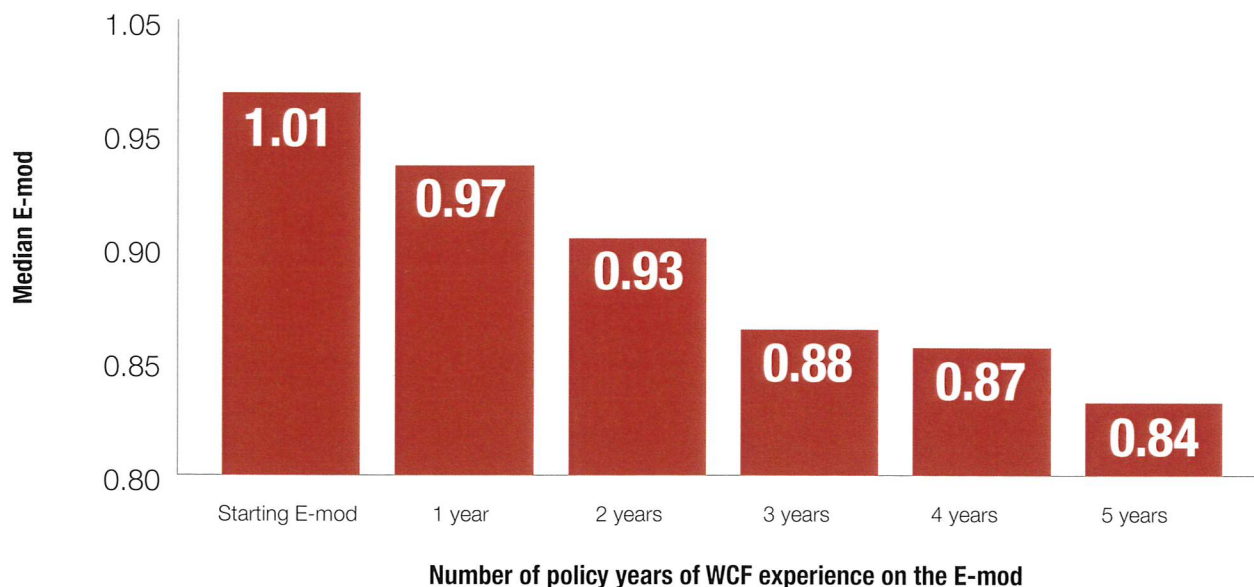
Businesses who stay with WCF have safer workplaces and lower premiums. In a recent study, *businesses who brought their policies to WCF, and stayed for at least four years, had a median drop in their experience rating of **17 points**.

- **This means fewer and/or less costly accidents and lower premiums.**
- This can, in part, be attributed to the partnership we have with our policyholders and the services we provide. These services include, but are not limited to **claims handling, medical case management, safety/loss prevention, fraud, premium audit**, and others.
- In addition, businesses who came to WCF with higher experience ratings (1.00 or greater) experienced a median drop of **19 points** resulting in even more significant savings.



**Defined as new policyholders from 2012-2014 with annual premiums of \$10,000 or more that stayed with WCF for at least four years.*

WCF'S IMPACT ON POLICYHOLDERS' EXPERIENCE MODIFIERS



POLICYHOLDER'S INDUSTRY	EMOD CHANGE	CURRENT YEAR PREMIUM SAVINGS
Government/Municipality	-0.45	-\$312,601.99
Staffing & HR Company	-0.65	-\$279,442.83
Transportation Company	-0.15	-\$110,637.30
Skilled Nursing Facility	-0.12	-\$110,035.44
Oil & Gas Contractor	-0.64	-\$89,856.76
General Contractor	-0.18	-\$69,105.24
Janitorial Services Company	-0.64	-\$62,411.52
Laundry / Dry Cleaning	-0.69	-\$30,360.69
Hotel/Food Service Company	-1.07	-\$28,330.61

For more information on E-mod help, contact your WCF marketing representative or agent.

WCF.COM



On-Demand Safety Training: Available at Your Finger Tips

Workers Compensation Fund now provides online, streaming safety seminars from WCF's website. The new on-demand system is easy-to-use, helpful for training large or small groups and accessible 24/7.

With on-demand seminars you have access to our most popular safety seminars. They are developed and presented by WCF's board certified safety and industrial hygiene professionals. These seminars offer information to assist policyholders with controlling workers compensation costs, OSHA compliance, current best practices in safety, and the latest innovations in the field of injury prevention.

How to Access WCF On Demand Seminars

Seminars are available at WCF's website, wcfgroup.com. Select the safety tab on the top navigation bar and select On Demand Seminars. You will need your policy number to access the seminar. You can start and stop the program at anytime as well as access the Power Point presentation used by the instructors. There's also a section to take notes that you can then email to yourself at any point. If you have trouble accessing the seminars, contact 385.351.8103.

Below are the topics currently available online. New courses are being added and updated all the time.

Controlling Workers Compensation Costs

This course for business owners and key decision makers will discuss effective risk control programs, which are key to managing insurance costs. We will discuss: accident variations and the challenges with zero-injury goals; upstream vs. downstream safety metrics and understanding the appropriate role of each and developing effective safety metrics and follow-up systems to control risks.

Drug Free Workplace: Promoting a Drug Free Environment

Topics discussed will include how to develop a Drug Free Workplace Program, how to plan and implement a substance abuse testing program, and a discussion of the common traps, pitfalls and mistakes encountered along the way.

Forklift Train-the-Trainer

This course will cover aspects of forklift operator training and will prepare participants to develop and implement an in-house program compliant with the OSHA standard for powered industrial trucks (29 CFR 1910.178). Critical issues for safe lift truck operations will be discussed, and materials to help implement the program will be available.

Incident Investigation

This course will give participants basic investigative techniques and management tools directed at gathering information during an incident investigation. It will focus on underlying accident causation in order to prevent reoccurrences.

Recording and Reporting Occupational Injuries & Illnesses

This course will discuss the OSHA requirements for record keeping, including tracking and documenting workplace injuries/illnesses and filling out the required OSHA 300 log form. This course will review the 300 Log and the basic subtleties between "OSHA recordable" and "reportable" injuries.

Safety Culture: Promoting a Safe Workplace Culture

The success of a company is directly related to its corporate culture and integrated in that culture is the way in which a company views the importance of safety. This course is designed to help companies realize the importance of establishing a strong safety culture within an organization and how corporate culture ultimately determines injury frequency and severity.

Violence in the Workplace

This course will address the occupational risks with dealing with angry customers and coworkers. Techniques for diffusing hostile situations, preventing violent outbursts, and preventing robbery will be presented. Course objectives are to help employers provide a safe workplace and lessen the risk of violence in the workplace.



2019 CUSTOMER SEMINAR SCHEDULE

SEMINAR INFORMATION & REGISTRATION

Safety Course Information

- All courses are free to policyholders with the exception of a \$50 materials fee for the OSHA Construction Safety 10-hour and the OSHA General Industry Safety 10-hour seminars. Due to the popularity of these two courses, registration is limited to four people per company.
- Non-WCF Insurance policyholders are invited to attend all courses for a fee of \$175 per seminar.
- If you need special accommodations, please contact WCF Insurance five business days in advance of the course so arrangements can be made.
- Please note that the schedule and locations are subject to change.
- For more information, contact the WCF Insurance Safety Department at: 800.446.2667 ext. 8103.

➔ **ONLINE REGISTRATION:** www.wcf.com

➔ **PHONE REGISTRATION:** 385.351.8103 or 800.446.2667 ext. 8103

You may register by calling the WCF Insurance Safety Department, Monday–Friday 8 a.m.– 5 p.m.



WCF INSURANCE SAFETY ACADEMY

Safety & Health Certificate Program



SAFETY & HEALTH ASSOCIATE

(Must complete required courses.)

REQUIRED COURSES

OSHA 10-hour (Construction or General Industry)
Controlling Workers' Compensation Costs
Incident Investigation
Industrial Ergonomics or Office Ergonomics
Preventing Workplace Slips, Trips, and Falls
Strain & Sprain Injury Prevention Techniques
Basics of Occupational Health Hazards
+3 Hours Elective Courses from WCF Insurance Safety Schedule



SAFETY & HEALTH MASTER

(Must complete the associate requirements and required courses.)

REQUIRED COURSES

Advanced Ergonomics (1/2 day)
Safety Management Systems
Industrial Hygiene for the Safety Manager (1/2 day)
+10.5 Hours Elective Courses from WCF Insurance Safety Schedule

Apply online through the safety course registration page at www.wcf.com or call 385.351.8103.





WCF INSURANCE CUSTOMER SEMINARS

WCF Insurance seminars offer up-to-date information for best practices in safety and claims management to help preserve your company's bottom line.

➡ Classes are free to WCF Insurance policyholders.*

On Demand Seminars*

WCF Insurance provides online safety seminars on wcf.com. To access the seminars, select the "Safety" tab on the top navigation bar and select "On Demand Seminars." You will need your policy number to access the seminar. If you have trouble with the on demand program, contact us at 385.351.8103.

Attend Seminars via Live Video Conference at Our St. George or Ogden, Utah, Branch Offices

Selected seminars will be offered via live video conference at the Ogden and St. George, Utah, branch offices. Look for the VCO (video conference Ogden) and VCS (video conference St. George) notations in the calendar schedule or in the seminar description in this brochure to see which seminars are offered by video conference. To register:

- Online at www.wcf.com/safety-registration
- Or call:

ST. GEORGE video conferences, call 435.652.5027 or 1.800.324.9470 ext 5027

OGDEN video conferences, call 801.476.2425 or 1.800.611.4550 ext 2425

Fulfill Association Discount Program Requirements

Attendance of a manager or supervisor to WCF Insurance customer seminars will fulfill the seminar attendance requirements for policyholders who qualify for the WCF Insurance association discount program. For policyholders who have signed an association agreement for a premium discount through Utah Manufacturing Association, Associated General Contractors of Utah, Utah Trucking Association, Utah Roofing Contractors Association, Associated Builders and Contractors of Utah, Utah Restaurant Association, or Utah Home Builders Association, attendance at three hours of safety seminars fulfills the training requirement. For more information, talk to your insurance agent.

Continuing Education Credit

Select WCF Insurance seminars are pre-approved through the Utah Department of Occupational & Professional Licensing (DOPL) to fulfill the requirements for contractor continuing education as specified in Utah Rule R156/55a. These seminars are designated by the letter (P) for professional credit and (C) for core credit, listed after the seminar description in this brochure. Only professional credit can be given for electricians and plumbers licenses. All license numbers are required at the time of registration, and contractors should keep all course certificates and class materials for documentation/verification purposes should DOPL perform an audit. For more information, visit <http://www.dopl.utah.gov/licensing/contracting.html>.

* Due to the inability to verify attendance for on demand seminars, completing an online course does not count toward the seminar attendance requirements for customers who qualify for the association discount programs or for contractor licensing continuing education.

Attendance in person is required to fulfill these requirements.

+ All courses are free to policyholders with the exception of a \$50 materials fee for the OSHA Construction Safety 10-hour and the OSHA General Industry Safety 10-hour seminars.

WCF INSURANCE 2019 SEMINAR SCHEDULE

	DATE	TIME	CLASS	PLACE		DATE	TIME	CLASS	PLACE
JANUARY	1/10	8:30 - 10:00	Preventing Workplace Slips, Trips, and Falls (C) VCO, OD	Sandy	MARCH	3/27	8:30 - 5:00	OSHA General Industry Safety 10-hour (Day 1) (C)	Sandy
	1/10	10:15 - noon	OSHA 300 Log: Understanding the Requirements (C) VCO, OD	Sandy		3/28	8:30 - noon	OSHA General Industry Safety 10-hour (Day 2) (C)	Sandy
	1/17	8:30 - 10:00	Basics of Occupational Health Hazards (C) VCO, OD	Sandy		4/3	8:30 - 10:00	Supervisor Safety: Developing Their Role in Your Program	Las Vegas
	1/17	10:15 - 11:45	Ergonomics: Industrial Ergonomics (P) VCO, OD	Sandy		4/3	10:15 - 11:45	Incident Investigation (P) OD	Las Vegas
	1/23	8:30 - 5:00	OSHA Construction Safety 10-hour (Day 1) (C)	Sandy	APRIL	4/10	8:30 - 9:30	Risk Management: Identifying, Assessing & Reducing Risk (P) OD	Ephraim
	1/24	8:30 - noon	OSHA Construction Safety 10-hour (Day 2) (C)	Sandy		4/10	9:40 - 10:40	Working Safely From Heights (C) OD	Ephraim
	1/31	8:30 - 10:00	Controlling Workers' Comp Costs (C) VCO,VCS, OD	Sandy		4/10	10:50 - 11:50	Incident Investigation (C)	Ephraim
	1/31	10:15 - 11:45	Incident Investigation (P) VCO,VCS, OD	Sandy		4/11	8:30 - 10:00	Scaffold Safety (C) VCO, OD	Sandy
FEBRUARY	2/7	8:30 - 10:00	Risk Management: Identifying, Assessing & Reducing Risk (P) VCO, OD	Sandy		4/11	10:15 - 11:45	Working Safely From Heights (P) VCO, OD	Sandy
	2/7	10:15 - 11:45	NEW! Safety Management Systems (P) VCO	Sandy		4/17	8:30 - 10:00	OSHA Injury Prevention for Small Businesses (C) OD	Ogden
	2/13	8:30 - 10:00	OSHA Injury Prevention for Small Businesses (C) OD	Cedar City		4/17	10:15 - 11:45	Respiratory Protection (C) OD	Ogden
	2/13	10:15 - 11:45	Emergency/Disaster Planning & Recovery (P) VCO	Cedar City		4/23	8:30 - noon	Strategies for Return to Work (1/2 day) (P)	Sandy
	2/14	8:30 - 10:00	OSHA Injury Prevention for Small Businesses (C) VCO	St. George		4/24	8:00 - noon	DDC-4: Defensive Driving Course (P)	Logan
	2/14	10:15 - 11:45	Emergency/Disaster Planning & Recovery (P) VCO	St. George		4/25	8:30 - 9:30	Drug Free Workplace: Promoting a Drug Free Workplace (P) VCO, VCS, OD	Sandy
	2/21	8:30 - noon	Trucking Industry Safety Seminar (1/2 day) VCO, VCS	Sandy		4/25	9:40 - 10:40	Strain & Sprain Injuries: Prevention Techniques (P) VCO, VCS, OD	Sandy
	2/27	8:30 - 5:00	OSHA Construction Safety 10-hour (Day 1) (C)	Ogden		4/25	10:50 - 11:50	NEW! Effective Communication for Managers/Supervisors (P) VCO, VCS	Sandy
MARCH	2/28	8:30 - noon	OSHA Construction Safety 10-hour (Day 2) (C)	Ogden		5/1	8:30 - 5:00	OSHA Construction Safety 10-hour (Day 1) (C)	St George
	3/5	8:30 - noon	Strategies for Return to Work (1/2 day)	Las Vegas		5/2	8:30 - noon	OSHA Construction Safety 10-hour (Day 2) (C)	St George
	3/7	8:30 - 11:45	Ergonomics: Advanced Ergonomics (1/2 day) (P)	Sandy	MAY	5/9	8:30 - 10:00	Strengthening Your HAZCOM Program VCO	Sandy
	3/14	8:30 - 9:30	Strain & Sprain Injuries: Prevention Techniques (P) VCO	Sandy		5/9	10:15 - 11:45	Electrical Safety & Lockout/Tagout (C) OD, VCO	Sandy
	3/14	9:40 - 10:40	Ergonomics: Office Ergonomics (P) VCO, OD	Sandy		5/15	8:30 - 5:00	OSHA Construction Safety 10-hour (Day 1) (C)	Sandy
	3/14	10:50 - 11:50	Safety Culture: Promoting a Safe Workplace Culture (P) VCO, OD	Sandy		5/16	8:30 - noon	OSHA Construction Safety 10-hour (Day 2) (C)	Sandy
	3/20	8:30 - 10:00	Risk Management: Identifying, Assessing & Reducing Risk OD	Reno		5/22	8:30 - 9:30	Conducting a Workplace Safety Audit	Boise
	3/20	10:15 - 11:45	Severe Injury & Fatality Prevention OD	Reno		5/22	9:40 - 10:40	Helping Employees Make the Safe Choice OD	Boise
	3/21	8:30 - 11:45	Occupational Health Hazards for the Safety Manager (1/2 day) (C) VCO, VCS	Sandy		5/22	10:50 - 11:50	Preventing Workplace Slips, Trips, and Falls OD	Boise
	3/26	8:30 - noon	Strategies for Return to Work (1/2 day) (P)	Ogden					

	DATE	TIME	CLASS	PLACE		DATE	TIME	CLASS	PLACE
JUNE	6/5	8:30 - 9:30	Helping Employees Make the Safe Choice (P) OD	Orem	OCTOBER	10/16	8:30 - 10:00	Defensive Driving for Trucking & Fleets (P)	Vernal
	6/5	9:40 - 10:40	Controlling Workers' Comp Costs (P) OD	Orem		10/16	10:15 - 11:45	Oilfield Injury Prevention (P)	Vernal
	6/5	10:50 - 11:50	Machine Guarding (C) OD	Orem		10/17	8:30 - 10:00	Lifting Safety & Ergonomics for the Health Care Industry (P) VCO	Sandy
	6/6	8:30 - 10:00	Machine Guarding (C) VCO	Sandy		10/17	10:15 - 11:45	Incident Investigation (P) VCO, OD	Sandy
	6/6	10:15 - 11:45	Silica: Understanding the New OSHA Standards (C) VCO	Sandy		10/24	8:30 - 10:00	Controlling Workers' Comp Costs (C) VCO, OD	Sandy
	6/13	8:30 - 10:00	Violence in the Workplace (P) VCO, VCS, OD	Sandy		10/24	10:15 - 11:45	Fraud Prevention: Protecting Legitimate Need (P) VCO	Sandy
	6/13	10:15 - 11:45	Training: Effective Safety Training Techniques (P) VCO, VCS, OD	Sandy	NOVEMBER	11/5	8:30 - noon	Strategies for Return to Work (1/2 day) (P)	Sandy
	6/18	8:00 - 1:00	Safety Summit	Sandy		11/6	8:30 - 10:00	Safety Programs for Small Businesses (P)	Logan
AUG	8/21	8:30 - 10:00	Working Safely From Heights (C)	Ogden		11/6	10:15 - 11:45	Back, Eye, and Hand Injury Prevention (C) OD	Logan
	8/21	10:15 - 11:45	Preventing Workplace Slips, Trips, and Falls (C) OD	Ogden		11/7	8:30 - 9:30	NEW! Safety in Automotive Repair Facilities (P) VCO	Sandy
SEPTEMBER	9/11	8:30 - 9:30	Safety Culture: Promoting a Safe Workplace Culture (P) OD	Orem		11/7	9:40 - 10:40	Defensive Driving for Trucking & Fleets (P) VCO	Sandy
	9/11	9:40 - 10:40	Working Safely From Heights (C)	Orem		11/7	10:50 - 11:50	Non-Driving Hazards in the Trucking Industry (P) VCO	Sandy
	9/11	10:50 - 11:50	Driver Safety & Awareness (P) OD	Orem		11/13	8:30 - 10:00	Safety Meeting Development (P)	Cedar City
	9/12	8:30 - 10:00	NEW! Safety Management Systems (P) VCO, VCS	Sandy		11/13	10:15 - 11:45	Fall Protection for Residential Construction (P)	Cedar City
	9/12	10:15 - 11:45	Safety Management: Selling Safety to Top Management (P) VCO, VCS	Sandy		11/14	8:30 - 10:00	Safety Meeting Development (P)	St. George
	9/17	8:30 - noon	Strategies for Return to Work (1/2 day) (P)	Logan		11/14	10:15 - 11:45	Fall Protection for Residential Construction (P)	St. George
	9/19	8:30 - 9:30	The Chemistry of Stress and Success in the Workplace (P) VCO	Sandy		11/14	8:30 - 10:00	Noise Control and Hearing Conservation (C) VCO, OD	Sandy
	9/19	9:40 - 10:40	Fitness for Duty & Fatigue Management (P) VCO	Sandy		11/14	10:15 - 11:45	Personal Protective Equipment (C) VCO, OD	Sandy
	9/19	10:50 - 11:50	NEW! Effective Communication for Managers/Supervisors (P) VCO	Sandy		11/20	8:30 - 5:00	OSHA Construction Safety 10-hour (Day 1) (C)	Sandy
	9/25	8:30 - 5:00	OSHA Construction Safety 10-hour (Day 1) (C)	Ogden		11/21	8:30 - noon	OSHA Construction Safety 10-hour (Day 2) (C)	Sandy
	9/26	8:30 - noon	OSHA Construction Safety 10-hour (Day 2) (C)	Ogden	DECEMBER	12/4	8:30 - 10:00	Getting and Keeping Safe Employees (P)	Ogden
OCTOBER	10/2	8:30 - 10:00	Risk Management: Identifying, Assessing & Reducing Risk OD	Las Vegas		12/4	10:15 - 11:45	Strengthening Your HAZCOM Program (C)	Ogden
	10/2	10:15 - 11:45	Scaffold Safety	Las Vegas		12/5	8:30 - 10:00	Preventing Workplace Slips, Trips, and Falls (C) VCO, VCS, OD	Sandy
	10/3	8:30 - 10:00	How to Prepare for an OSHA Inspection (C) VCO	Sandy		12/5	10:15 - noon	OSHA 300 Log: Understanding the Requirements (C) VCO, VCS, OD	Sandy
	10/3	10:15 - 11:45	Working Safely From Heights (C) VCO	Sandy					
	10/15	8:30 - noon	Strategies for Return to Work (1/2 day) (P)	St. George					

(P) – Professional Continuing Education for Contractor Licensing

(C) – Core Continuing Education for Contractor Licensing

OD – Class is available ON DEMAND through the Internet

VCO – Via Video Conference at the WCF Ogden Branch Office

VCS – Via Video Conference at the WCF St. George Branch Office

WCF INSURANCE 2019 CUSTOMER SEMINAR DESCRIPTIONS

Back, Eye, and Hand Injury Prevention: This course reviews the basic techniques of injury prevention for back, eye, and hand injuries which are the most frequently occurring injuries across the nation. Participants will gain helpful information to assist them in loss prevention and control. (Approved for 1.5 Professional Contractor Continuing Education hours.) 11/6 (C) VCO, OD

Basics of Occupational Health Hazards: This course is designed to help managers understand the art and science of measuring for chemicals, dust, and noise as it applies to the modern workplace. Skills necessary for the anticipation, recognition, evaluation and control of various subtle workplace hazards will be discussed. Workplace exposure values will also be discussed as well as the basics of chemical toxicology. (Approved for 1.5 Professional Contractor Continuing Education hours.) 1/17 (C) VCO, OD

Conducting a Workplace Safety Audit: There are so many areas that need to be considered during a workplace safety audit. Where do we start? This course will provide you with the knowledge that you need to conduct a thorough examination of your workplace safety programs and facilities! areas covered will include: emergency response plans and evacuation, fire safety, first aid, workplace violence, bloodborne pathogens, ppe, hazard communication/chemicals, spill prevention and containment, combustibles/flammables, slips, trips and falls, hazardous energy, machine guarding, powered industrial trucks, cranes and hoists, ergonomics, and accident investigation. 5/22

Controlling Workers' Compensation Costs: It is very important to understand sound workers' compensation management principles and how to implement them into business management systems. This course will explain the basics of workers' compensation pricing and how you can help control the cost of workers' compensation insurance. (Approved for 1.5 Professional Contractor Continuing Education hours.) 1/31, 6/5, 10/24 (C) VCO, VCS, OD

DDC 4: Defensive Driving Course: The National Safety Council's DDC 4 course provides key understanding, skills, and techniques to avoid collisions, reduce traffic violations, and change driver behaviors and attitudes. Participants will acquire the basic knowledge and techniques to recognize potential hazards and avoid collisions and violations. The course will motivate them to change their behind-the-wheel behaviors and attitudes. Students will learn coping techniques for dealing with speeding, distracted driving, impaired driving, and hazardous traffic conditions and more. The result will be a more responsible driver who understands best practices to prevent injury and death while driving a motor vehicle. (Approved for 4 Professional Contractor Continuing Education hours.) 4/24 (P)

Defensive Driving for Trucking and Fleets: Motor vehicle accidents are among the leading causes of fatalities in the U.S. This course will teach awareness and driving skills that will assist drivers in making safe driving decisions. Attendees will also learn how to set up or enhance an effective driver safety program. (Approved for 1.5 Professional Contractor Continuing Education hours.) 10/16, 11/7 (P) VCO

Driver Safety & Awareness: Motor vehicle accidents are among the leading causes of fatalities in the U.S. This is a new course developed by safety experts at WCF. It will teach awareness and driving skills that will assist drivers in making safe driving decisions. This course does not give points off on attendees' driving records, but it may save lives. (Approved for 1.5 Professional Electrician & Plumber Continuing Education hours.) 9/11 (P) OD

Drug Free Workplace: Promoting a Drug Free Environment: Topics discussed include how to develop a drug free workplace program, how to plan and implement a substance abuse testing program, and a discussion of the signs of drug use. (Approved for 1.5 Professional Contractor Continuing Education hours.) 4/25 (P) VCO, VCS, OD

Effective Communication for Managers/Supervisors: Communication is defined as the imparting or exchanging of information and a means of connection between people. Effective communication is a foundational element for managers and supervisors to impart knowledge and instruction to employees. This 60-minute course will identify obstacles and

explore strategies to communicate effectively with employees, colleagues, and others in a business environment in order to achieve optimal performance. (Approved for 1.0 Professional Contractor Continuing Education hours.) 4/25, 9/19 (P) VCO, VCS

Electrical Safety & Lockout/Tagout: This is a basic electrical safety course to help participants recognize the electrical hazards that might be present in the workplace. Participants will also receive information to assist them in complying with OSHA's Control of Hazardous Energy Standard (29 CFR 1910.146). (Approved for 1.5 Core Contractor Continuing Education hours.) 5/9 (C) VCO, OD

Emergency/Disaster Planning & Recovery: Emergency management issues will be presented, as well as resources for continuity planning in the event of business interruption. This course will review both the process and the elements that must be included in any effective continuity plan. The last portion of this class will explore emergency plan testing and plan maintenance to ensure the continuing viability of business. (Approved for 1.5 Professional Electrician & Plumber Continuing Education hours.) 2/13, 2/14 (P) OD

Ergonomics: Advanced Ergonomics (1/2 day): This half-day course will discuss and demonstrate accepted mathematical methods and tools used to evaluate ergonomic risk factors, and to calculate and create risk analyses of specific job tasks. The NIOSH Revised Lifting Equation and other peer reviewed tools for evaluating the risk of musculoskeletal injury will be presented and practiced. Other ergonomic evaluation tools will be introduced. Please bring a calculator. (Approved for 1.5 Professional Electrician & Plumber Continuing Education hours.) 3/7 (P) VCO

Ergonomics: Industrial Ergonomics: This course introduces fundamental ergonomic principles and how they apply to the industrial environment. Common ergonomic risk factors will be reviewed. Tips to optimize posture and to increase comfort and productivity will be discussed. (Approved for 1.5 Professional Contractor Continuing Education hours.) 1/17 (P) VCO

Ergonomics: Office Ergonomics & Safety: This course introduces fundamental ergonomic principles and how they apply to the office environment. Common ergonomic risk factors will be reviewed. Tips to optimize workstation setup and employee posture and to increase comfort and productivity will be discussed. (Approved for 1.5 Professional Contractor Continuing Education hours.) 3/14 (P) VCO, OD

Fall Protection for Residential Construction: This course will focus on the OSHA requirements and best safe practices for residential construction fall protection. Currently available fall protection technology and devices will be reviewed. Updates in OSHA fall protection requirements for residential fall protection will be discussed. (Approved for 1.5 Core Contractor Continuing Education hours.) 11/13, 11/14 (C)

Fitness for Duty & Fatigue Management: Employees that are not fit for duty may present a safety risk to themselves and to others. This course will focus on the aspects of an effective fit for duty program and how fatigue management can play a role in preventing injuries. (Approved for 1.5 Professional Contractor Continuing Education hours.) 9/19 (P) VCO

Fraud Prevention: Protecting Legitimate Need: This course outlines the business impact of workers' compensation fraud. Topics will include identification and prevention of fraud. Resources and information will be provided for employers to protect their businesses, and deter illegitimate claims. (Approved for 1.5 Professional Contractor Continuing Education hours.) 10/24 (P) VCO

Getting and Keeping Safe Employees: An unsafe employee can cost your company thousands of dollars in lost production and Workers Compensation premium. This course will provide insight into getting and keeping safe employees. We will discuss practices such as employee drug screening, new and ongoing employee safety training, safety incentive programs and other practices for getting and maintaining a safe and healthy workforce. NOTE: This is not a seminar on employment law or practices, but will focus on safety management practices with regard to employees. (Approved for 1.5 Professional Electrician & Plumber Continuing Education hours.) 12/4 (P)

Helping Employees Make the Safe Choice: This course will look at ideas for safe behavior management and provide you with means to help employees make the right choice when dealing with safety issues. Safety training alone doesn't make employees safe. Unsafe choices may lead to injury. We will discuss how to help employees choose to work safely, even when they are not continually under direct supervision. We will also review current safe behavior management ideas that are increasingly being accepted in the workplace, as well as new ways, to help your employees have a safe workday, every day. (Approved for 1.5 Professional Contractor Continuing Education hours.) 5/22, 6/5 (P) OD

How to Prepare for an OSHA Inspection: OSHA can conduct unannounced inspections to determine if employers are complying with safety and health standards and regulations. Although the odds of being the subject of an inspection are low, employers need to prepare for the possibility of an OSHA inspection. Being prepared can protect your company. Part of being prepared is knowing how to work with the inspector, designating a point of contact, understanding the various documents that could be requested, and how to respond to the inspector's questions. This seminar will provide employers with information on how to become prepared for an OSHA inspection. (Approved for 1.5 Core Contractor Continuing Education hours.) 10/3 (C) VCO

Incident Investigation: This course will give participants basic investigative techniques and management tools directed at gathering information during an incident investigation. It will focus on underlying accident causation in order to prevent reoccurrences. (Approved for 1.5 Professional Contractor Continuing Education hours.) 1/31, 4/3, 4/10, 10/17 (P) VCO, VCS, OD

Lifting Safety & Ergonomics for the Healthcare Industry: Strains, sprains, and other musculoskeletal injuries continue to be frequent and costly for most healthcare providers. This seminar will present recent studies and information on zero lift policies/programs, state of the art mechanical lifting devices, and other devices used for bathing and assisting patients. The OSHA guidelines for the healthcare industry will be reviewed. (Approved for 1.5 Professional Contractor Continuing Education hours.) 10/17 (P) VCO

Machine Guarding: Basic machine guarding techniques and a variety of machinery guarding options will be discussed. This course is designed to give participants basic knowledge of machine guarding requirements based on the Occupational Safety and Health Administration (OSHA) and American Standards Institute (ANSI) protocol. (Approved for 1.5 Core Contractor Continuing Education hours.) 6/5, 6/6 (P) VCO

Noise Control & Hearing Conservation: This course will provide a basic understanding of the principles of noise control and hearing conservation to assist you in protecting your employees from the permanent effects of noise-induced hearing loss. The requirements of the OSHA Hearing Conservation Standard (1910.195) will be reviewed. Various alternatives for noise dampening and control in the workplace will also be discussed. (Approved for 1.5 Core Contractor Continuing Education hours.) 11/14 (C) VCO

Non-Driving Hazards in the Trucking Industry: Most of the injuries truck drivers experience are while they are not operating a vehicle. This course will identify non-driving hazards common to the trucking industry and describe proven prevention methods directed at controlling these types of injuries. (Approved for 1.5 Professional Contractor Continuing Education hours.) 11/7 (P) VCO

Occupational Health Hazards for the Safety Manager (1/2 day): This course is designed to help managers understand the art and science of industrial hygiene as it applies to the modern workplace. Skills necessary for the anticipation, recognition, evaluation and control of various subtle workplace hazards will be discussed. Calculations of workplace exposures will be reviewed in the course. Bring a calculator. (Approved for 3.0 Core Contractor Continuing Education hours.) 3/21 (C) VCO, VCS

Oilfield Injury Prevention: Safety and health concerns encountered while working in petroleum exploration and production will be discussed. We will review the common oilfield hazards and offer basic control measures to assist personnel. Top-

ics of discussion will include: flammability control, hydrogen sulfide safety, general chemical toxicology, and equipment/machinery safety. (Approved for 1.5 Professional Contractor Continuing Education hours). 10/16 (P)

OSHA 300 Log: Understanding the Requirements: This course will discuss the OSHA requirements for recordkeeping, including tracking and documenting workplace injuries/illnesses and filling out the required OSHA 300 log form. This course will review the "300 Form" and the basic subtleties between "OSHA recordable" and "reportable" injuries. New OSHA reporting requirements will be reviewed. Basic principles of claims management will also be discussed. (Approved for 1.5 Core Contractor Continuing Education hours). 1/10, 12/5 (C) VCO, VCS, OD

OSHA Construction Safety 10-hour: Using OSHA standards as a guide, this 10-hour course will provide safety information on topics directly impacting most construction companies. Two-day attendance is necessary to receive an OSHA completion card, which is a requirement on many bid submissions and jobsites. Attendance fee for this course: WCF policyholders – \$50, non-WCF policyholders – \$175. (Limit 4 enrollments per company.) Note: This course is offered over two days. Attendance for both days is required to qualify for an OSHA certificate/wallet card. (Approved for 10 Core Contractor Continuing Education hours). 1/23-24, 2/27-28, 5/1-2, 5/15-16, 9/25-26, 11/20-21 (C)

OSHA General Industry Safety 10-hour: Using OSHA General Industry Standards as a guide, this 10-hour course provides safety and related information to businesses who fall under OSHA's general industry standards. Two-day attendance is required to receive an OSHA completion card. Attendance fee for this course: WCF policyholders – \$50, non-WCF policyholders – \$175. (Limit 4 enrollments per company.) (Approved for 10 Core Contractor Continuing Education hours). 3/27-28 (C)

OSHA Injury Prevention for Small Businesses: This course is designed to assist the small business owner with safety and injury prevention programs. A general overview of OSHA regulations that may apply to small businesses will be discussed. Information on resources available to small businesses to assist with OSHA compliance and injury prevention programs will be provided. (Approved for 1.5 Core Contractor Continuing Education hours). 2/13, 2/14, 4/17 (C) OD

Personal Protective Equipment: This course provides an overview of the OSHA, and NIOSH requirements for the selection and use of personal protective equipment. It will discuss hazard assessments and employee training as required by the OSHA Personal Protective Equipment Standard. (Approved for 1.5 Core Contractor Continuing Education hours). 11/14 (C) OD

Preventing Workplace Slips, Trips & Falls: This course will provide techniques and principles for preventing slips, trips and falls in the workplace due to slippery or cluttered work surfaces. WCF's new slip & fall prevention tool will be given to each attendee. NOTE: This course is not a course in fall protection from heights. (Approved for 1.5 Professional Contractor Continuing Education hours). 1/10, 5/22, 8/21, 12/5 (C) VCO, VCS, OD

Respiratory Protection: This course provides the tools and knowledge needed to implement and manage a respiratory protection program, as required by OSHA. This course will review updates to standards, approved respirator types, and correct respirator selection, fit and usage. (Approved for 1.5 Core Contractor Continuing Education hours). 4/17 (C) OD

Risk Management: Identifying, Assessing & Reducing Risk: If you feel your safety program is at a plateau and you are looking to take that next step to developing a world class safety program, look to an approach of reducing your risks. Just about everything we do at work involves some degree of risk to loss due to injury, product or property damage. This course will provide the tools necessary to assess, prioritize, and formulate a specific plan of action to reducing risk and the subsequent potential for dollar losses. (Approved for 1.5 Professional Contractor Continuing Education hours). 2/7, 3/20, 4/10, 10/2 (P) VCO, OD

Safety Culture: Promoting a Safe Workplace Culture: The success of a company is directly related to its corporate culture and integrated in that culture is the way in which a company views the importance of safety. This course is designed to help companies realize the importance of establishing a strong safety culture within an organization and that corporate culture ultimately determines injury frequency and severity. (Approved for 1.5 Professional Contractor Continuing Education hours). 3/14, 9/11 (P) VCO, OD

Safety in Automotive Repair Facilities: Employees who work in the automotive repair industry are often exposed to unique hazards such as machinery, hand/power tools, and chemicals. This 60-minute course will cover how to identify common shop hazards and control techniques, chemical and material handling, and other general shop safety and health information, including effective safety training methods. Though we may not be able to eliminate all hazards in a shop, identification, control, and training are crucial elements to preventing injuries. (Approved for 1.5 Professional Contractor Continuing Education hours). 11/7 (P) VCO

Safety Management Systems (SMS): This course will provide an overview of ISO45001 and ANSI Z-10 standards and discuss how to use them in developing new, or in evaluating current safety management systems. A successful safety management system involves engaging people and working in partnership to make safety a shared responsibility, recognizing the value of cross-level teamwork. An SMS is also a proactive, preventive, and integrated into your organization's culture. (Approved for 1.5 Professional Contractor Continuing Education hours). 2/7, 9/12 (P) VCO, VCS

Safety Management: Selling Safety to Management & Employees: This course will focus on methods of convincing upper management and employees of the importance of safety. Participants will learn how to tie safety to a company's bottom line and defend investments made into safety solutions. In addition, techniques for bringing home safety to the employees will be covered. Specific safety data trending and analysis tools such as WCF's claims dashboard and loss run will be explained. (Approved for 1.5 Professional Contractor Continuing Education hours). 9/12 VCO, VCS (P)

Safety Meeting Development: This course will discuss the fundamental components of a basic safety meeting, including toolbox/tailgate safety meetings for the work site. Participants will leave with sample safety meeting outlines and resources. (Approved for 1.5 Professional Contractor Continuing Education hours). 11/13, 11/14 (P)

Safety Programs for Small Businesses: This course outlines the necessary elements of an effective safety program for preventing injuries. Fundamentals of safety program development and implementation will be presented. Example safety programs will be reviewed. (Approved for 1.5 Professional Contractor Continuing Education hours). 11/6 (P)

Safety Summit: Come join WCF's annual safety summit in honor of Utah Safety Week. Best practices in safety and how to implement effective safety programs will be discussed. WCF safety award winners will present real life how-tos for an effective safety program. 6/18

Scaffold Safety Fundamentals: This course provides an overview of the basic safety requirements for the use of scaffolding in a construction environment. Elements of the OSHA standard (29 CFR 1926 Subpart L) will be reviewed and discussed. (Approved for 1.5 Core Contractor Continuing Education hours). 4/11, 10/2 (C) VCO

Severe Injury & Fatality Prevention: There are hundreds of life changing, severe injuries every day. This workshop will focus on proactive measures that can be taken to identify and prevent fatalities and severe injuries in the workplace. (Approved for 1.5 Professional Electrician & Plumber Continuing Education hours.) 3/20 (C)

Silica: Understanding the New OSHA Standards: Respirable silica is a workplace hazard affecting about 2.3 million workers in the U.S. OSHA has recently altered the regulation and lowered the PEL. In this class you will learn about the changes to the respirable silica regulation and understand key ele-

ments for your industry to keep your workers safe and compliant. (Approved for 1.5 Core Contractor Continuing Education hours). 6/6 (C) VCO

Strain & Sprain Injuries: Prevention Techniques: This course will focus on the fundamental components of a successful strain and sprain injury prevention program. Basic techniques in awareness, training and conditioning used for effective strain and sprain injury prevention will be highlighted. Participants will leave with samples and helpful information to assist them in injury prevention and control. (Approved for 1.5 Professional Contractor Continuing Education hours). 3/14, 4/25 (P) VCO, VCS, OD

Strategies for Return to Work (Strategies for Managing Lost Time Claims): This course will detail important aspects of returning injured workers back to functioning employees, thus reducing overall costs. This is a win-win process for you and your employee. (Approved for 1.5 Professional Contractor Continuing Education hours). 3/5, 3/26, 4/23, 9/17, 10/15, 11/5 (P)

Strengthening Your HAZCOM Program: Hazard communication program is one of the most cited OSHA standards. This course will provide the knowledge needed to keep your employees safe while working with hazardous materials. Key principles in training, record keeping, and system management will be discussed. (Approved for 1.5 Core Contractor Continuing Education hours). 5/9, 12/4 (C) VCO

Supervisor Safety: Developing Their Role in Your Program: The responsibilities of a supervisor are challenging in the day-to-day operations of the workplace. Supervisors need to be able to identify hazards and know how to control those hazards. They must cultivate relationships where employees are comfortable reporting unsafe conditions. Training employees, enforcing safe work practices, correcting unsafe behaviors, investigating workplace accidents, and controlling workers' compensation costs are all roles of a supervisor that this seminar will help develop. (Approved for 1.5 Core Contractor Continuing Education hours). 4/3 (C)

The Chemistry of Stress & Success in the Workplace: Stress can affect us in many areas of our lives, including work. Too much stress can increase wear and tear on the heart and other internal organs, and gradually wear down the immune system. However, some stress can actually be good for us and can help us perform at a peak level. This seminar will review the chemical stressors in our body and how they interact with one another. Participants will walk away with a formula for success to live a healthier and more productive life. (Approved for 1.5 Professional Contractor Continuing Education hours). 9/19 (P) VCO

Training: Effective Safety Training Techniques: This course will focus on effective safety presentation and training techniques for the most effective learning environment. Adult learning theory will be discussed as well as the do's and don'ts for the safety trainer. (Approved for 1.5 Professional Contractor Continuing Education hours). 6/13 (P) VCO, VCS, OD

Trucking Industry Safety Seminar (1/2 day): This course is designed to address the loss prevention and claims management issues specific to the trucking industry. Lunch will be provided. 2/21 VCO, VCS

Violence in the Workplace: This course will offer ideas and help with dealing with upset individuals in the workplace. Techniques for defusing hostile situations, improving customer relations, and preventing robbery will be presented. Course objectives are to help employers provide a safe workplace and reduce the risk of a violent incident. (Approved for 1.5 Professional Contractor Continuing Education hours). 6/13 (P) VCO, VCS, OD

Working Safely From Heights: Working at heights remains one of the biggest causes of fatalities and serious injuries. This seminar is specifically designed to help prevent falls from heights in the workplace. Exposure from heights from ladders, elevated platforms, scaffolding and many more will be covered. OSHA standards, on working from heights and best practices to prevent falls will be highlighted. (Approved for 1.5 Core Contractor Continuing Education hours). 4/10, 4/11, 8/21, 9/11, 10/3 (C) VCO



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